



North American Energy Standards Board

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via email and posting

TO: NAESB Gas Electric Coordination Task Force and Posting for Interested Parties
FROM: Rae McQuade, Executive Director
RE: Co-Chairs Conference Call December 16, 2003
DATE: December 14, 2003

The Gas Electric Coordination Task Force will hold a co-chairs conference call on December 16 from 2:00 p.m. to 5:00 p.m. Eastern. Meeting materials can be downloaded from the NAESB web site, (http://www.naesb.org/gas_electric_coordination.asp). A draft agenda is shown below. Please call the office (713-356-0060) for call-in instructions if you would like to participate. This, as with all NAESB meetings, is an open meeting. We look forward to your attendance.

Best Regards,
Rae McQuade

Draft Agenda

1. Administrative
 - Introductions
 - Antitrust Statement
 - Adoption of Agenda
2. Develop and review overall deliverables and milestones for the task force
3. Develop agenda for first meeting
4. Set meetings and times for task force
5. Assign responsibilities for presentations at the first face-to-face meeting
6. Discuss coordination of work with NERC and ISO/RTO task forces
7. Provide background documents to NAESB for posting on the web site
8. Other discussion
9. Adjourn